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Carnegie Foundation for the Advancement...

Rules for the admission of institutions and for the...

New York

1918

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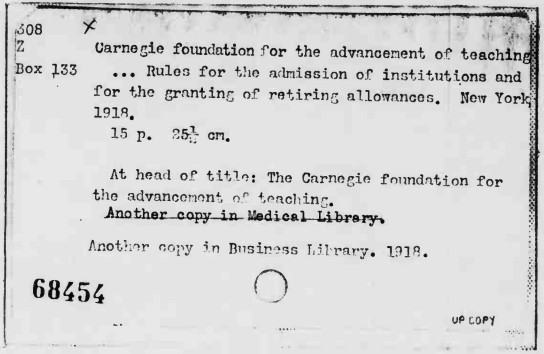

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# THE CARNEGIE FOUNDATION FOR THE ADVANCEMENT OF TEACHING

## RULES FOR THE ADMISSION OF INSTITUTIONS AND FOR THE GRANTING OF RETIRING ALLOWANCES

1918

# THE CARNEGIE FOUNDATION FOR THE ADVANCEMENT OF TEACHING

. . .

## RULES FOR THE ADMISSION OF INSTITUTIONS AND FOR THE GRANTING OF RETIRING ALLOWANCES

576 FIFTH AVENUE
NEW YORK CITY
APRIL 22, 1918

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| Robert A. Franks | *Treasurer* |
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Henry Smith Pritchett, *ex officio*

| | |
|---|---|
| Nicholas Murray Butler | Alexander Crombie Humphreys |
| Robert A. Franks | Jacob Gould Schurman |
| Arthur Twining Hadley | Frank Arthur Vanderlip |

## RULES FOR THE ADMISSION OF INSTITUTIONS AND FOR THE GRANTING OF RETIRING ALLOWANCES

THE act of incorporation, passed by the Congress of the United States, and approved by the President on March 10, 1906, expresses the purpose of the Foundation as follows:

> Section 2. That the objects for which said corporation is incorporated shall be—
>
> (*a*) To receive and maintain a fund or funds and apply the income thereof as follows:
>
> To provide retiring pensions, without regard to race, sex, creed, or color, for the teachers of universities, colleges, and technical schools in the United States, the Dominion of Canada, and Newfoundland, who, by reason of long and meritorious service, or by reason of old age, disability, or other sufficient reason, shall be deemed entitled to the assistance and aid of this corporation, on such terms and conditions, however, as such corporation may from time to time approve and adopt: *Provided, however,* That the said retiring pensions shall be paid to such teachers only as are or have been connected with institutions not under control of a sect or which do not require their trustees, their officers, faculties, or students (or a majority thereof) to belong to any specified sect, and which do not impose any theological test as a condition of entrance therein or of connection therewith.
>
> (*b*) In general, to do and perform all things necessary to encourage, uphold, and dignify the profession of the teacher and the cause of higher education within the United States, the Dominion of Canada, and Newfoundland aforesaid, and to promote the objects of the Foundation, with full power, however, to the trustees hereinafter appointed and their successors from time to time to modify the conditions and regulations under which the work shall be carried on, so as to secure the application of the funds in the manner best adapted to the conditions of the time: *And provided,* That such corporation may by a vote of two-thirds of the entire number of trustees enlarge or vary the purposes herein set forth, provided that the objects of the corporation shall at all times be among the foregoing and kindred thereto.

The trustees, on May 7, 1908, accepted from Mr. Carnegie an additional endowment for the purpose of extending the retiring allowance system to tax-supported institutions.

The executive committee, on February 11, 1913, with the approval of the trustees, accepted from Mr. Carnegie an additional gift for the independent endowment of a Division of Educational Enquiry.

The following rules, as amended by the trustees on April 22, 1918, determine the admission of institutions and of teachers to the benefits of the Foundation.

## THE ADMISSION OF INSTITUTIONS TO THE ASSOCIATED LIST

INSTITUTIONS of higher learning, including colleges, technical schools, and universities, whose work is clearly of college or university grade, may be admitted to participation in the benefits of the retiring allowance system sustained by the Foundation. Such institutions are termed "associated institutions."

### APPLICATIONS

Applications on behalf of institutions should be made by the board in which the government of the institution is vested.

### ACADEMIC STANDING

In order to be admitted to the retiring allowance system of the Foundation, the essential work of an institution must be that of higher education, and of such a character that graduation from a four-year high school course, or equivalent training, is a prerequisite therefor.

The term "college" is used to designate, in the United States, Canada, and Newfoundland, institutions varying so widely in requirements for admission, standards of instruction, and facilities for work, that for the purposes of this Foundation some arbitrary definition of that term is necessary. The following definition, in force in the state of New York, will be employed:

> "An institution to be ranked as a college must have at least six (6) professors giving their entire time to college and university work, a course of four full years in liberal arts and sciences, and should require for admission not less than the usual four years of academic or high school preparation, or its equivalent, in addition to the pre-academic or grammar school studies."

A technical school, to be eligible, must have entrance and graduation requirements equivalent to those of the college, and must offer courses in pure and applied science of equivalent grade.

No institution will be accepted which is so organized that stockholders may participate in its benefits.

A tax-supported institution must be in receipt of an annual income of not less than one hundred thousand dollars.

An institution not supported by taxation, in order to meet the requirement in regard to endowment, must have a productive endowment of not less than two hundred thousand dollars over and above any indebtedness of the institution.

### TAX-SUPPORTED INSTITUTIONS

In the case of tax-supported institutions, the applications must be accompanied by the approval of the governor and of the legislature of the state or province in which the institution is situated. The trustees of the Foundation reserve the right to



decline the application of any such institution if it is subject to a political control or interference which, in the opinion of the trustees of the Foundation, impairs its educational efficiency.

### UNDENOMINATIONAL TEST

Institutions of higher learning will be recognized as eligible to the associated list, so far as denominational control is involved, under the following conditions:

1. Colleges, universities, and technical schools of requisite academic grade, not owned or controlled by a religious organization, whose acts of incorporation or charters specifically provide that no denominational test shall be applied in the choice of trustees, officers, or teachers, or in the admission of students.

2. In the case of colleges, universities, and technical schools, not owned or controlled by a religious organization, in which no specific statement concerning denominational tests is made in the charters or acts of incorporation, the trustees of such institutions shall be asked to certify by a resolution to the trustees of the Carnegie Foundation for the Advancement of Teaching, that, notwithstanding the lack of specific prohibition in the charter, "no denominational test will be imposed in the choice of trustees, officers, or teachers, or in the admission of students, nor will denominational tenets or doctrines be taught to the students." Upon the passage of such resolution by the governing bodies of such institutions, they may be recognized as entitled to the benefits of the Carnegie Foundation for the Advancement of Teaching, so far as considerations of sectarian control are concerned.

### PARTICIPATION IN CONTRIBUTORY SYSTEM

After April 22, 1918, colleges and universities, to be eligible to admission to the associated list, must have accepted a participation in the contributory plan of old age annuities for their teachers as provided in the *Teachers Insurance and Annuity Association of America*.

### DISCONTINUANCE

The trustees of the Carnegie Foundation for the Advancement of Teaching reserve the right to discontinue the privilege of participation in the system of retiring allowances of the Foundation whenever, in the judgment of the trustees, an institution ceases to conform to the regulations maintained by the trustees. Such withdrawal shall not, however, result in the discontinuance of retiring allowances already granted.

## RULES FOR THE GRANTING OF RETIRING ALLOWANCES

THE rules for retiring allowances approved April 22, 1918, apply to three groups of teachers, as follows:

A. Teachers in the service of associated institutions on November 17, 1915, and who reach the age of sixty-five on or before June 30, 1923.

B. Teachers who were in the service of associated institutions on November 17, 1915,[1] and who will not have reached the age of sixty-five on June 30, 1923.

C. Teachers entering the service of associated institutions after November 17, 1915, and participating in the contributory plan of annuities maintained by the *Teachers Insurance and Annuity Association of America.*

THE BENEFITS ACCRUING UNDER THE FOLLOWING RULES ARE BASED UPON A CONSERVATIVE ACTUARIAL ESTIMATE OF THE RESOURCES OF THE FOUNDATION. IT IS TO BE CLEARLY UNDERSTOOD THAT THEY ARE NOT CONTRACTUAL AND THAT THE OBLIGATIONS OF THE FOUNDATION DO NOT GO BEYOND THE RESOURCES NOW GUARANTEED TO IT.

### A.

### RULES FOR THE RETIREMENT OF TEACHERS WHO WERE CONNECTED WITH ASSOCIATED INSTITUTIONS ON NOVEMBER 17, 1915, AND WHO REACH THE AGE OF SIXTY-FIVE ON OR BEFORE JUNE 30, 1923

For these teachers the rules in force on November 17, 1915, remain unchanged, as follows:

RULE 1. Any person sixty-five years of age who has had not less than fifteen years of service as a professor, or not less than twenty-five years of service as instructor or as instructor and professor, and who is at the time a professor or an instructor in an associated institution, shall be entitled to an annual retiring allowance computed as follows:

(*a*) For an active pay of twelve hundred dollars[2] or less, an allowance of one thousand dollars, provided no retiring allowance shall exceed ninety per cent of the active pay.

(*b*) For an active pay greater than twelve hundred dollars, the retiring allowance shall equal one thousand dollars, increased by fifty dollars for each one hundred dollars of active pay in excess of twelve hundred dollars.

(*c*) No retiring allowance shall exceed four thousand dollars.

Retiring allowances based upon age are computed by the formula: $R=\frac{A}{2}+400$, where R = annual retiring allowance and A = active pay.

[1] On this date the trustees passed resolutions looking toward the adoption of a contributory pension plan. These resolutions accompanied the President's report on the new plan, which was sent to the trustees, officers, and teachers of all the associated institutions.

[2] Originally "sixteen;" reduced to "twelve" on November 15, 1906.



RULE 2. Any person who has had twenty-five years of service as professor, or thirty years of service as instructor and professor, and who is at the time either a professor or an instructor in an associated institution, shall, in the case of disability unfitting him for the work of a teacher as proved by medical examination, be entitled to a retiring allowance computed as follows:

(*a*) For an active pay of twelve hundred dollars or less, a retiring allowance of eight hundred dollars, provided that no retiring allowance shall exceed eighty per cent of the active pay.

(*b*) For an active pay greater than twelve hundred dollars, the retiring allowance shall equal eight hundred dollars, increased by forty dollars for each one hundred dollars in excess of twelve hundred dollars.

(*c*) For each additional year of service above twenty-five for a professor, or above thirty for an instructor, the retiring allowance shall be increased by one per cent of the active pay.

(*d*) No retiring allowance shall exceed four thousand dollars.

Retiring allowances based on permanent disability are computed by the formula: $R=\frac{A}{100}(b+15)+320$, where R = retiring allowance, A = active pay, and b = number of years of service.

RULE 3. A widow who has been for ten years the wife of a teacher, who at the time of his death was in receipt of a retiring allowance, or who at the time of his death was eligible to a retiring allowance on the basis of age, or who had had twenty-five years of service as a professor, or thirty years of service as an instructor and professor, shall receive as a pension one-half of the retiring allowance to which her husband was entitled under Rule 1, or to which he would have been entitled under Rule 2 in case of disability.

RULE 4. In addition to the provision for retiring allowances made in Rules 1 and 2, the Foundation will coöperate with institutions on the associated list in the retirement of teachers who have had twenty-five years of service as professor, or thirty years of service as professor and instructor, but who, not being sixty-five years of age, are not eligible for retirement under Rule 1, upon the following basis:

If the institution grants to such a teacher a retiring allowance at its own cost, the Foundation will consider such teacher eligible to a retiring allowance on reaching the age of sixty-five under the rules in force at that time, and at the same rate which the institution has paid in the interval, provided the retiring allowance so paid shall not be less than that to which the teacher would be entitled if he retired under Rule 2 on the ground of disability, and provided further that under no circumstances will the Foundation pay a higher retiring allowance to such a teacher than that to which he would have been entitled had he remained in service until the age of sixty-five and retired under Rule 1. Should a teacher so retired by an institution die before reaching the age of sixty-five, his widow would be eligible under the rules

to receive a pension from the Foundation equal to one-half of that which her husband had been receiving, provided that under no circumstances would such widow be entitled to a higher allowance than that which she would have received had her husband been retired under Rule 1 or Rule 2.

RULE 5. In the preceding rules, years of leave of absence are to be counted as years of service, but not exceeding one year in seven. Librarians, registrars, recorders, and administrative officers of long tenure whose salaries may be classed with those of professors and assistant professors are considered eligible to the benefits of the retiring allowance system.

RULE 6. Teachers in the professional departments of universities whose principal work is outside the profession of teaching are not included.

RULE 7. The benefits of the Foundation shall not be available to those whose active service ceased before April 16, 1905, the date of Mr. Carnegie's original letter to the trustees.

RULE 8. In counting years of service toward a retiring allowance it is not necessary that the entire service shall have been given in institutions upon the associated list of the Foundation, but only years of service in an institution of higher education will be accepted as an equivalent.

RULE 9. In reckoning the amount of the retiring allowance the average salary for the last five years of active service shall be considered the active pay. In case, however, a professor agrees with his institution to continue at any time after reaching the age of sixty-five part time work for a diminished salary, he may do so, and upon his retirement his allowance shall be computed upon the basis of the last five years of full pay. In the case of his death in this interval the pension of his widow shall be reckoned upon the same basis.

RULE 10. In no case shall any allowance be paid to a teacher who continues to give the whole or a part of his time to administration or teaching as a member of the instructing staff of any institution. This rule does not prevent the retired professor from having access to the laboratories of his institution, or from accepting compensation for occasional lectures; but it does not permit him to assume stated academic duties.

## B.

### RULES FOR THE RETIREMENT OF TEACHERS WHO WERE CONNECTED WITH ASSOCIATED INSTITUTIONS ON NOVEMBER 17, 1915, AND WHO WILL NOT HAVE REACHED THE AGE OF SIXTY-FIVE ON JUNE 30, 1923

Teachers in the associated institutions of date November 17, 1915, and who will not have reached the age of sixty-five on June 30, 1923, shall be eligible to retiring allowances under the rules stated under A modified as follows:

(*a*) The minimum age at which retiring allowances are granted on the basis of age shall remain at sixty-five.



(*b*) The retiring allowance as fixed under Rule 1 shall be termed the maximum allowance.

(*c*) The maximum allowance shall be available after June 30, 1923, on the following terms:

For those beginning 55:
Between July 1, 1923, and June 30, 1925, at 66
Between July 1, 1925, and June 30, 1926, at 67
Between July 1, 1926, and June 30, 1927, at 68
Between July 1, 1927, and June 30, 1928, at 69

(*d*) After June 30, 1928, the maximum allowance shall be available at age seventy.

(*e*) For those whose allowances begin below the age at which the maximum allowance is available the actual allowance shall be the maximum allowance diminished at the rate of one-fifteenth for each year by which the age at which the maximum is available, is anticipated, due allowance being made for fractions of a year.

(*f*) For those reaching sixty-five after June 30, 1923, the allowance of a teacher who is unmarried, or whose wife is not living, shall be two-thirds of the allowance as fixed by the preceding rules. In the cases of teachers retiring on a salary of eighteen hundred dollars or less this reduction shall be fifteen per cent.

(*g*) Rule 2 and Rule 3 are not affected by these modifications of Rule 1, except that no allowance to a teacher under Rule 2 shall exceed that which would accrue to him at age 65 under Rule 1.

(*h*) The allowance granted to a widow of a teacher shall be based upon the rules which applied to her husband at the time of death or of his retirement.

The rules framed above are definite and simple. Any teacher can at once determine from them his retiring allowance. He needs to know only his age and his active pay at the time of retirement.

To illustrate. A teacher aged fifty-seven in May, 1918, will be sixty-five years old in 1926. Assume that he is married and that his salary is such as to give him a retiring allowance of three thousand dollars under the present rules. Under the proposed plan, three thousand dollars would be his maximum allowance, which he could receive when he became seventy in 1931. If he elected to retire at sixty-five, sixty-six, sixty-seven, or sixty-eight, in 1926, 1927, 1928, or 1929, he would in each case anticipate the maximum by two years, and his allowance would be twenty-six hundred dollars; if he retired at sixty-nine, his allowance would be twenty-eight hundred dollars. If he were unmarried, his allowance would be two-thirds of these respective amounts at the corresponding ages.

To illustrate again. A teacher aged fifty in May, 1918, will be sixty-five in 1933. Assume him married and entitled to a maximum retiring allowance of three thousand dollars, available at seventy. If he elected to retire at sixty-five, his allowance would be two thousand dollars; at sixty-six, twenty-two hundred dollars; at sixty-

seven, twenty-four hundred dollars; at sixty-eight, twenty-six hundred dollars; at sixty-nine, twenty-eight hundred dollars. If unmarried, or after the death of his wife, he would receive two-thirds of the respective sums at the corresponding ages.

## C.

### Rules for the Retirement of Teachers entering Associated Institutions after November 17, 1915, and participating in the Contributory Plan of Annuities maintained by the Teachers Insurance and Annuity Association of America

Teachers entering associated institutions after November 17, 1915, as well as teachers in institutions admitted in future to the associated list and who are participants in the contributory plans of annuities maintained by the *Teachers Insurance and Annuity Association of America* shall be eligible to the following privileges:

1. There is no fixed age of retirement, since the teacher holds a deferred annuity contract of which he may avail at such age as may be agreed upon by the teacher and his college.

2. The amount of the retiring allowance is based upon the joint contributions of the teacher and his college and their accumulations.

3. The Trustees of the Foundation have adopted resolutions which, without imposing a legal obligation upon the Foundation, state its intention to provide from its income, if necessary, such amounts as may be required to secure to teachers in the associated colleges and universities an average return of four and one-half per cent on the payments made by them to the Teachers Insurance and Annuity Association of America for the purchase of deferred annuities,—said sums to be paid at the time of retirement or in case of death.

4. The Foundation will grant to such teachers disability allowances upon the following terms:

(*a*) Disability shall be interpreted to mean total permanent disability as certified by a medical examiner designated by the Foundation.

(*b*) To be eligible to a disability allowance the teacher must have contributed for not less than five years toward an old age annuity and must have been during this period in active service.

(*c*) When retired on the ground of disability the teacher will assign his annuity policy to the Foundation.

(*d*) The Foundation will provide an annuity of two-thirds the amount the teacher would have obtained if he had continued to age sixty-five average contributions equal to the average of the five years preceding his disability. The annuity payments will continue for life, or in case of death, until the accumulation to the credit of the teacher has been returned to his estate. Annuity allowances will be limited to a maximum of three thousand dollars, and are subject to discontinuance in case of the annuitant's



recovery of health. In case of such recovery the unexpended portion of the contributions made by and for the teacher and their accumulations will remain to his credit.

To illustrate. There is deposited to the credit of a teacher, aged thirty, $10 a month until he is disabled. If he continued at this rate till sixty-five, he would have provided a life annuity of $1000. Upon becoming disabled he assigns his annuity contract to the Foundation and receives a disability pension of $666.66. This he will receive as long as his disability continues. If after receiving it for three years the teacher should die, the Foundation will continue to pay to his estate $666.66 annually until all of the contributions to his credit and their accumulations have been used. If after making deposits annually for a term of five years at the rate of $10 a month the rate of deposit should be increased to $20 a month, he would provide an annuity of approximately $1700 at age sixty-five, and his disability annuity would be $1134.

(*e*) This disability benefit will not be available, without further action of the trustees of the Foundation, to those entering the associated institutions after January 1, 1938. By that time it is believed that accurate information will be available, so that the disability benefit can be included in the regular annuity contract at a rate approximating its actual cost. This cannot be done until such information is secured from the experience of teachers in the matter of disability.

5. These benefits are not applicable to teachers in professional departments whose principal work is outside the profession of teaching.

All of the foregoing rules were approved at a special meeting of the trustees of the Carnegie Foundation for the Advancement of Teaching held on April 22, 1918.

(*Attest*) Charles F. Thwing,
*Secretary of the Board of Trustees.*

## INTERPRETATIONS OF THE PRECEDING RULES BY THE EXECUTIVE COMMITTEE

### ACADEMIC STANDING

THE executive committee has ruled that in determining the academic standard of institutions fourteen points or units shall be accepted as an equivalent of the high school work, a point signifying a course of five recitations weekly throughout an academic year of the high school (June 7, 1906).

The executive committee has ruled that institutions in other countries than the United States, the Dominion of Canada, and Newfoundland are not eligible to participate in the retiring allowance system (March 28, 1907); that institutions whose work is primarily research, and not teaching, are not eligible to participate in the retiring allowance system (September 15, 1909); that an institution which contains a small college of good standards but also a preparatory school, an agricultural school, or an elementary music school, does not represent with sufficient distinctness and clarity the organization and conception of a college to be eligible to participate in the retiring allowance system (January 20, 1910); that is, that until the financial load which the Foundation hasassumed is more completely known, additions to the number of associated colleges will be made with great caution (November 20, 1912); and that in cases where a school or college that has been an integral part of an institution on the accepted list becomes in effect an independent institution, controlling its own standards of admission and graduation, such school or college must make new application for admission to the accepted list (May 14, 1915).

### TAX-SUPPORTED INSTITUTIONS

The executive committee has ruled that the Foundation cannot, in lieu of the application of the legislature, accept the application of the board of regents of a state university even when by the state constitution the board of regents is independent of the legislature in regard to the acceptance of endowments and gifts (June 4, 1909); and that in admitting state universities containing colleges of agriculture, these latter colleges are for the present excluded (June 4, 1909).

### UNDENOMINATIONAL TEST

The executive committee has ruled that the Foundation cannot accept the waiver by a denominational assembly of the right to confirm the election of the trustees of a college as equivalent to a legal abrogation of this provision in a college charter (November 12, 1908); that the election of the members of a board of trustees by several constituencies, one of which is a denominational assembly or assemblies, the respective number of the trustees elected by each constituency, and therefore the control of the board, to be determined later by a by-law of the board, is a plan for collegiate government which falls within the prohibition of the charter of the Foundation (December 19, 1907); that the appointment of the trustees of a college, subject to confirmation by the board of education of a denomination, is within the prohibition of the charter of the Foundation (May 5, 1910); that the endowment of a professorship, to be held by a college so long as its president and a majority of its trustees are members of, or in doctrinal sympathy with, a specified denomination, constitutes such a college, within the rules of the Foundation, a sectarian institution (June 21, 1906); that application to the Foundation for admission to the list of associated colleges, and the passage of the resolution certifying to undenominational status as required by the rules of the Foundation, create a relation which is inconsistent with the appearance of the name of the institution in an official list of denominational colleges and with the official endorsement of such colleges by denominational assemblies (January 23, 1907); that when the name of an associated college appears in a denominational publication, it should be put in a separate list from those under actual denominational control, under the caption: "The following institutions are not connected with the . . . Church by any legal ties, nor are they subject to its control" (March 28, 1907); that an institution which appeals to a denomination for support on the grounds of its denominational standing is ineligible to the list of associated colleges, without regard to formal denominational status (November 15, 1906); that a proposed college charter which would read: "A majority



of the faculty must be members of Protestant churches, but shall be so chosen that the members of no one church shall have a majority," is within the prohibition of the charter of the Foundation (April 9, 1908); that a college in which a minority of the trustees is elected by denominational assemblies, if conducted free from denominational partisanship, is eligible to participate in the retiring allowance system (January 20, 1910); and that the professors in the divinity school of an associated college, which is declared by the trustees of the college to be primarily designated for the education of candidates for the ministry of a specified denomination, are not eligible to the privileges of the retiring allowance system (July 26, 1906).

### DISCONTINUANCE

The executive committee has ruled that the action of an associated college in passing a resolution that future elections of trustees shall be presented to a denominational assembly for confirmation is considered as a notification of the desire of the college to sever its relation with the Foundation (September 30, 1909).

### RULES FOR THE GRANTING OF RETIRING ALLOWANCES

The executive committee has ruled that a retiring allowance is granted under the rules in force at the date of granting, and an allowance is not increased or diminished by a subsequent change in the rules, even if the professor does not actually retire until after such change (May 2, 1907). Thus, professors cannot draw allowances upon the basis of the abrogated service rule of the Foundation, even if they had been eligible to retire under the rule when it was in force (June 9, 1910); and that if the grant of a retiring allowance is not followed within a reasonable time by actual retirement, the allowance must come before the executive committee as a new application (October 8, 1907).

#### RULE 1

Instructors were made eligible to the benefits of the retiring allowance system by an amendment adopted by the trustees on November 18, 1908. An instructor is held to be a college or university teacher to whom is assigned independent teaching or responsibility for the conduct of laboratory work or of classes under the direction or supervision of a professor or head of a department. The term is not intended to include demonstrators, mechanicians, laboratory helpers, or other assistants who are not charged with the responsibility for the conduct of college classes, nor is it held to include those who give any considerable part of their time to gainful occupations other than college teaching. The Foundation reserves the right to decide in all doubtful cases what constitutes service as an instructor.

#### RULE 2

The executive committee has ruled that a professor over sixty-five years of age cannot be retired upon an allowance according to this rule (June 9, 1910), and that a disability allowance shall in no case be larger than the retiring allowance would have been had the disabled teacher been sixty-five at the time of his retirement (April 22, 1918).

The executive committee has ruled (April 20, 1911) that the policy of the Foundation is to grant temporary disability allowances only in cases of disability which are not supposed to be permanent. On October 31, 1912, the committee voted that until further action on the part of the trustees, temporary retiring allowances shall not be granted.

#### RULE 3

The provision for widows was merely permissive until May 7, 1908, when the trustees made it mandatory.

The executive committee has ruled that this rule does not apply to the widows of the recipients of a temporary disability allowance, whose service as a professor has been less than twenty-five years (December 19, 1907); and that the intention of the rules is that a pension to a widow shall cease upon her remarriage (February 6, 1908).

RULE 4

The executive committee has ruled that in cases of applications made under Rule 4, the retiring allowance shall be that to which the applicant would be entitled were he to retire under Rule 2, unless the committee directs otherwise (May 14, 1915).

RULE 5

The executive committee has ruled that a superintendent of buildings is not eligible (January 23, 1907); that assistant treasurers, assistant bursars, superintendents of grounds, and chief engineers are not eligible, nor the holder of the office designated as "head of a house" in women's colleges (January 20, 1910); that assistant librarians, occupying scholarly positions similar to those of assistant professors, are eligible (February 24, 1910); that in any one institution not more than one officer in the treasurer's department can be eligible (January 19, 1911); that a physical director of a college or university is not eligible unless he is an actual member of the faculty and a teacher of hygiene (November 15, 1911); and that the position of secretary to the president of a college or university does not render the holder eligible (November 15, 1911).

RULE 7

The executive committee has ruled that it cannot waive this rule (November 15, 1906), and that it applies in the case of a professor who retired from active service before April 16, 1905, and who resumed teaching temporarily in order to qualify for a retiring allowance (October 8, 1907).

RULE 8

The executive committee has ruled that service as "emeritus professor" with salary may be counted (June 7, 1906); that the president and the treasurer (May 9, 1906) and the secretary of the Carnegie Foundation (June 8, 1911) are within the privileges of the retiring allowance system; that a limited period of service spent by a professor of an associated college in the American Classical School at Athens (March 28, 1907), the School of Classical Studies at Rome, the American School in Palestine, the Archaeological Institute of America (November 12, 1908), and the American Academy at Rome (April 29, 1913) will be counted in reckoning his retiring allowance; that professors who may go from a college or university to engage in the work of scientific research under the Carnegie Institution of Washington may, in determining their retiring allowance, count years spent in research, whether for a longer or shorter time, as if spent in the work of a college professor (December 19, 1907); but that this privilege cannot be extended to those who begin with service in the Carnegie Institution of Washington, and later transfer to the service of an associated college (June 4, 1909); that teachers in the Carnegie Institute shall be eligible to retiring allowances from the Carnegie Foundation for the Advancement of Teaching upon the same terms as teachers in the associated institutions (May 15, 1914); that the privileges of the retiring allowance system cannot be continued to professors who go for a limited number of years from colleges to scientific service under the United States Government (October 19, 1911); that service as the principal of an academy connected with an associated college cannot be counted (December 19, 1907); that a demonstrator in a technical school does not hold a title representing service equivalent to that of a permanent instructor (January 14, 1913); and that professors, associate professors, instructors, or other officers of accepted institutions eligible to benefits of the Carnegie Foundation, who may enlist in the land or naval forces of the state or nation, or who engage in industrial or other enterprises or activities recognized by the Foundation as contributory to the success or efficiency of such forces, shall have their pension rights kept alive during the continuance of the present war (March 30, 1917).

RULE 9

The executive committee voted that the payment of retiring allowances be made monthly, checks being mailed on or about the 25th of each for the current month (May 9, 1906); that in applying the rules for calculating retiring allowances the calculation shall be made to the nearest multiple of five above the actual value given by the rules (June 7, 1906); that allowances shall remain in force for thirty days after the death of the recipient (January 20, 1910); and that the same practices shall apply to pensions for widows (April 6, 1916).



RULE 10

The executive committee has ruled that a retired professor cannot draw an allowance while acting in the capacity of advisory dean of a college, that is, supervising the installation and arrangements of courses and the selection of professors (May 5, 1910); and that a retired professor cannot teach in the summer school of the institution with which he was connected (April 20, 1911).

Continuing the name of a retired professor on the active faculty list of his institution is not justified either from the standpoint of the university or of the Foundation (January 21, 1916); that the custom of permitting men who are on pensions to give courses to those who may be candidates for a degree seems inconsistent with the acceptance of a pension (January 21, 1916); that a teacher may not receive his retiring allowance while carrying on the work of a teacher in a secondary school, but if he had earned the right to a retiring allowance, he may claim this at the end of his secondary school service (November 12, 1908); that a professor in an institution not on the associated list to whom a retiring allowance had been granted, but who desired to postpone the acceptance of the allowance and undertake in the meantime partial work as a professor, could not be guaranteed that the retiring allowance would be regranted at the end of the period, but that the case would come before the committee as a new application (October 8, 1907).

## LIST OF ASSOCIATED INSTITUTIONS

AMHERST COLLEGE
Amherst, Massachusetts

BATES COLLEGE
Lewiston, Maine

BELOIT COLLEGE
Beloit, Wisconsin

BOWDOIN COLLEGE
Brunswick, Maine

UNIVERSITY OF CALIFORNIA
Berkeley

CARLETON COLLEGE
Northfield, Minnesota

CARNEGIE INSTITUTE OF TECHNOLOGY
Piitsburgh, Pennsylvania

CASE SCHOOL OF APPLIED SCIENCE
Cleveland, Ohio

CENTRAL UNIVERSITY OF KENTUCKY
Danville

UNIVERSITY OF CINCINNATI
Cincinnati, Ohio

CLARK UNIVERSITY
Worcester, Massachusetts

THOMAS S. CLARKSON MEMORIAL COLLEGE OF TECHNOLOGY
Potsdam, New York

COE COLLEGE
Cedar Rapids, Iowa

COLORADO COLLEGE
Colorado Springs

COLUMBIA UNIVERSITY
New York City

CORNELL UNIVERSITY
Ithaca, New York

DALHOUSIE COLLEGE AND UNIVERSITY
Halifax, Nova Scotia

DARTMOUTH COLLEGE
Hanover, New Hampshire

DICKINSON COLLEGE
Carlisle, Pennsylvania

DRAKE UNIVERSITY
Des Moines, Iowa

DRURY COLLEGE
Springfield, Missouri

FRANKLIN COLLEGE OF INDIANA
Franklin

GRINNELL COLLEGE
Grinnell, Iowa

HAMILTON COLLEGE
Clinton, New York

HARVARD UNIVERSITY
Cambridge, Massachusetts

HOBART COLLEGE
Geneva, New York

INDIANA UNIVERSITY
Bloomington

JOHNS HOPKINS UNIVERSITY
Baltimore, Maryland

KNOX COLLEGE
Galesburg, Illinois

LAWRENCE COLLEGE
Appleton, Wisconsin

LEHIGH UNIVERSITY
South Bethlehem, Pennsylvania

LELAND STANFORD JUNIOR UNIVERSITY
Stanford University, California

MCGILL UNIVERSITY
Montreal, Quebec

MARIETTA COLLEGE
Marietta, Ohio

MASSACHUSETTS INSTITUTE OF TECHNOLOGY
Boston

UNIVERSITY OF MICHIGAN
Ann Arbor

MIDDLEBURY COLLEGE
Middlebury, Vermont

UNIVERSITY OF MINNESOTA
Minneapolis

UNIVERSITY OF MISSOURI
Columbia

MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts



NEW YORK UNIVERSITY
New York City

OBERLIN COLLEGE
Oberlin, Ohio

UNIVERSITY OF PENNSYLVANIA
Philadelphia

UNIVERSITY OF PITTSBURGH
Pittsburgh, Pennsylvania

POLYTECHNIC INSTITUTE OF BROOKLYN
Brooklyn, New York

PRINCETON UNIVERSITY
Princeton, New Jersey

PURDUE UNIVERSITY
Lafayette, Indiana

RADCLIFFE COLLEGE
Cambridge, Massachusetts

RENSSELAER POLYTECHNIC INSTITUTE
Troy, New York

RIPON COLLEGE
Ripon, Wisconsin

UNIVERSITY OF ROCHESTER
Rochester, New York

ROSE POLYTECHNIC INSTITUTE
Terre Haute, Indiana

SMITH COLLEGE
Northampton, Massachusetts

STEVENS INSTITUTE OF TECHNOLOGY
Hoboken, New Jersey

SWARTHMORE COLLEGE
Swarthmore, Pennsylvania

UNIVERSITY OF TORONTO
Toronto, Ontario

TRINITY COLLEGE
Hartford, Connecticut

TUFTS COLLEGE
Tufts College, Massachusetts

TULANE UNIVERSITY OF LOUISIANA
New Orleans

UNION UNIVERSITY
Schenectady, New York

VASSAR COLLEGE
Poughkeepsie, New York

UNIVERSITY OF VERMONT
Burlington

UNIVERSITY OF VIRGINIA
Charlottesville

WABASH COLLEGE
Crawfordsville, Indiana

WASHINGTON AND JEFFERSON COLLEGE
Washington, Pennsylvania

WASHINGTON UNIVERSITY
St. Louis, Missouri

WELLESLEY COLLEGE
Wellesley, Massachusetts

WELLS COLLEGE
Aurora, New York

WESLEYAN UNIVERSITY
Middletown, Connecticut

WESTERN RESERVE UNIVERSITY
Cleveland, Ohio

WILLIAMS COLLEGE
Williamstown, Massachusetts

UNIVERSITY OF WISCONSIN
Madison

WORCESTER POLYTECHNIC INSTITUTE
Worcester, Massachusetts

YALE UNIVERSITY
New Haven, Connecticut

*April*, 1918.

*Total*—74

END OF
TITLE